



Health Services
LOS ANGELES COUNTY

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February 18, 2009

TO: Each Supervisor

FROM: John F. Schunhoff, Ph.D. 
Interim Director

SUBJECT: **HEALTHCARE WORKFORCE DEVELOPMENT
PROGRAM**

On January 13, 2009, your Board approved the Department of Health Services (DHS) use of Tobacco Settlement Funds Designation for the Health Care Workforce Development Program [HCWDP] in the amount of \$2.8 million.

In my January 9, 2009 memo to the Board about this request, I stated that "employees currently enrolled in multi-class training programs which lead to nursing or other allied health licensure, certification, or qualification for DHS positions for which DHS uses registry staff will continue with their training, but no new entrants into this group of trainees will be accepted during the remainder of this fiscal year. Skill enhancement classes will be evaluated and scheduled only when they meet critical training needs of the department."

At the Board meeting, Mr. Fujioka reiterated that no new enrollees will be added to the Program through the end of the fiscal year and that any surplus money will revert back to the Tobacco Settlement Fund. This is to provide you with an update on the implementation of this program we have planned for the remainder of this fiscal year.

On January 28, 2009, DHS staff met with the HCWDP Director and staff of Service Employees International Union (SEIU) Local 721. We reiterated the agreement that no new entrants will be enrolled in the long-term professional career path programs for the remainder of this fiscal year, but that current enrollees may continue.

We reviewed each of the scheduled skill enhancement classes and approved those shown in the attachment for enrollees already chosen. There are several additional skill enhancement classes which we will evaluate once more information is available.

If you have any questions or need additional information, please let me know.

JFS:sr

Attachment

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors
Local 721, SEIU
HCWDP Program Director

Short-term skill enhancement classes

| Skill Enhancement Classes | Current Status | Notes |
|---|-----------------------|--|
| Phlebotomy skills for staff | Scheduled | Request from DHS/Human Resources for course for workers who must be certified to draw blood. |
| Post-Licensure Nurse Skills | Scheduled | EKG skills enhancement course as requested by Harbor for JCAHO compliance. |
| Medical Record Coding: Advanced Skills Workshop | Pending | Course to enhance skills of medical record coders while on the job. Needed for revenue and patient outcome reporting. |
| Multidisciplinary training to support Homeless patients | Scheduled | Training to increase qualification of eligible homeless DHS patients under disability programs – solicitation conducted, vendor selected for pilot program at LAC+USC. Increased revenue impact. |
| Clerical Skills/computer | Ongoing | Basic computer, business writing skills courses taught on site, on workers' own time to enhance skills. Needed for clerical support for basic patient care activities. |
| Computer for Nursing | Ongoing | Specialized course for nursing services covering basic skills and specialized nursing-related computer programs. |
| Spanish Language/Cultural Competency | Ongoing | Courses designed for frontline workers, including nurses to assure linguistic access and cultural competence in compliance with accreditation requirements. |
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